MLSC 701 CAPSTONE II
SYLLABUS

CONTACT INFORMATION

MLS Program Office
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DESCRIPTION

The capstone course is designed to help students utilize the knowledge gained in the previous courses and to demonstrate mastery of the intellectual skills required for a Master of Liberal Studies degree. The capstone course will culminate in an extensive written paper (or original creative work such as poetry or fiction) and an oral presentation to MLS faculty and fellow students. The capstone course may be completed in one term as one course (MLSC 701), or, optionally, the student may with the advisor's approval, take two terms to complete the capstone (MLSC 700 and MLSC 701). The determination as to whether the capstone will be a one or two term project should be made before the start of the first term.

Students should refer to the MLS Capstone Information Packet, available from the MLS Program Office, for full details of the course policies, guidelines and expectations.

EXPECTATIONS AND ASSIGNMENTS

The student will be expected to provide to the MLS Program, in writing, a proposed topic with a short description approved by his or her prospective capstone course advisor and second reader by the deadline stated in the MLS Academic Calendar for the term in which the student plans to register for MLSC 700 or MLSC 701. Evidence of the capstone course advisor's and second reader's approval of the topic and description of the project must be provided with the presentation of the topic to the Proposal. The proposal must include a work plan with deadlines.

The MLS Capstone Workshop is required for all students prior to submitting a capstone proposal. The Capstone Workshop will discuss various aspects of the capstone, such as:

- Capstone Policy and Guidelines
- Goals of the Capstone
- Role of the advisor and project expectations, including selection of appropriate topics
- Setting proper time and effort constraints
- IRB/Human Subjects Review requirements
- Capstone proposal process and deadlines

- Capstone presentations
- Student perspective

The MLS Program offers the Capstone Workshop several times per year.

The student should consult, in person, with his or her capstone course advisor on a regular basis as the work progresses, according to the work plan presented in the Proposal.

In lieu of a defense of the capstone paper before a faculty committee, as in the case of a traditional master's thesis, the capstone paper will be presented to an audience consisting of MLS students, graduates, and MLS instructors. Friends and family of the student are also welcome. The audience will be given time to ask questions and challenge the presenter. Normally, the presentation will be video-taped for the course archives. A preliminary draft of the full paper must be in the hands of the capstone advisor and second reader before the presentation.

A final version of the paper, including any supplementary materials, must be submitted to the MLS office in electronic form according to the deadline set in the MLS Academic Calendar for that term. The capstone course advisor and the second reader must approve the final version of the paper. This approval may be in the form of an email to the MLS director accompanying the final paper or a signature (electronic) on the title page. The paper must be suitable for submission for publication in *Confluence, The Journal of Graduate Liberal Studies*.

The capstone course will be graded by the capstone course advisor and the grade used to compute the student's cumulative MLS grade point average for graduation with the same weight as the other MLS courses. A grade of B or higher is required for the capstone course in order for the student to graduate.

RICE HONOR CODE

In this course, all students will be held to the standards of the Rice Honor Code, a code that you pledged to honor when you matriculated at this institution. If you are unfamiliar with the details of this code and how it is administered, you should consult the Honor System Handbook at http://honor.rice.edu/honor-system-handbook/. This handbook outlines the University's expectations for the integrity of your academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process.

DISABILITY SUPPORT SERVICES

If you have a documented disability or other condition that may affect academic performance you should: 1) make sure this documentation is on file with Disability Support Services (Allen Center, Room 111 / adarice@rice.edu / x5841) to determine the accommodations you need; and 2) talk with your advisors to discuss your accommodation needs.